

BPO inspection for LA Bridge

1. WSDOT-BPO performs inspection on Local Agency (LA) bridge under contract. The BPO Team Leader (TL) or Co-inspector (CO) enters the information/data into WSBIS
TL edits the last MCD, UCD in "Work" status
2. After the report is reviewed by the TL and CO, it is sent to either the BPO Regional Inspection Engineer (RIE) or the BPO Special Structures Engineer (SSE) for review
3. After review by the RIE/SSE, the report is sent back to the TL to address any comments
4. Once comments are addressed, the TL prints out a DRAFT copy of the report and sends an electronic copy to the LA for review. The LA has 10 working days to review and comment on the DRAFT report. If there are any comments by the LA, the TL will address and respond to them accordingly
5. After the comments (if any) have been addressed, the TL submits the final report to the Local Programs Bridge Inventory Engineer (LPBIE) for release. An email with the Structure ID number is acceptable but for submittals with multiple reports, the preferred method is for the TL to submit a selection set of structures
UCD put into "Review" status
6. The LPBIE will perform a QC review of the inventory data. Comments (if any) will be sent back to the TL if any changes are needed. If there are no comments, the LPBIE will release the report to the inventory
UCD is released

